

**C O N F I D E N T I A L**

**Discussion Paper for Procurement Committee**

1. Name: Interagency Publications Procurement Committee (IPPC).
2. Membership: U.S. Government agencies having a major interest in or concern for the procurement of foreign publications needed to fulfill their respective missions. Observers may be invited as required, provided advance notice is received by the Secretary of their security clearances.
3. Chairman and Secretary: Will be provided by the Central Intelligence Agency.
4. Security Clearances Required: No meetings will have information of a higher security classification than Secret. Each participant will be required to furnish the Secretary with current, written security clearances through Secret.
5. Meetings: To be held on call of the Chairman or at the request of a member. The Secretary will notify all members of any changes, together with the location of the meetings.
6. Terms of Reference: The Interagency Publications Procurement Committee shall
  - a. Coordinate programs for the procurement of foreign publications to ensure most effective and practicable utilization of the capabilities of the government departments and agencies. Such coordination shall not prejudice the maintenance, by each department and agency, of facilities and activities necessary to meet its needs.
  - b. To keep each committee member advised of their respective activities in the procurement of foreign publications (excluding maps), including the effectiveness of their existing facilities and programs for the procurement of foreign publications.
  - c. Ensure the cooperation by their field representative with those of other departments and agencies of the government engaged in like activities, and
  - d. Implement the above with due regard to departmental and agency capabilities, priorities and security considerations.

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